

GLOVERSVILLE BOARD OF WATER COMMISSIONERS

MEETING MINUTES – JULY 6, 2020

The Regular meeting of the Board of Water Commissioners was held and brought to order via remote access through Facebook Messenger on July 6, 2020 at 6:00 PM with Vice-President Gary Antonucci presiding.

Roll Call

Commissioners-----

Robinson	ABSENT
Antonucci	PRESENT
Isabella	PRESENT
Mauro	PRESENT
Shell	ABSENT

Others in Attendance: Water Superintendent; Anthony Mendetta; Clerk of the Water Board; Christine Linart.

The audited bills were presented and reviewed.

United States Postal Service	-316.85
National Grid	-438.53
Frontier Communications Corporation	-603.08
Commissioner of Finance	-187.06
Vroman's This & That	-540.00
Frontier Communications Corporation	-133.46
Ferguson Enterprises LLC	-541.37
Fidelis Care	-252.00
Gloversville True Value	-221.52
Grainger Inc	-549.50
John Antonucci	-200.00
Kingsboro Lumber Co Inc	-199.99
MVP Select Care Inc	-50.00
National Grid	-118.59
Rich-Track Enterprises Inc	-356.56
Sacandaga Enterprises LLC	-466.23
Security Supply Corp	-248.28
Telecon Wireless	-139.86
Ti-Sales Inc	-195.21
WB Mason Co Inc	-855.23
MVP Health Care Inc	-22,001.55
United States Postal Service	-314.15
Bobcat of Gloversville-Johnstown LLC	-95.96
Data West Corporation Inc	-180.00
Florida Blue	-172.50
Frontier Communications Corporation	-87.72
Fulton County Dept of Waste	-10.00
G A Bove & Sons Inc	-2,072.64
Grainger Inc	-549.50
John Antonucci	-186.49
National Grid	-1,302.02
Nethaway Motorcar Co LLC	-15.00
Slack Chemical Company Inc	-1,952.00

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West & Company CPAs PC	-2,500.00
Empire BlueCross Retiree Solutions	-7,463.82
United States Postal Service	-681.72
Century Linen Service, Inc	-70.00
Cranesville Block Company Inc	-155.24
Dan's Excavation Service, Inc	-13,850.00
Derby Office Equipment Inc	-650.00
Emmons Metro LLC	-456.00
Ferguson Enterprises LLC	-2,005.71
General Hydraulics Inc	-138.61
Holland Company Inc	-6,480.10
JH Consulting Group Inc	-1,136.00
Ti-Sales Inc	-44.20
Vincent C Perrella	-1,295.05
Walter Pratt & Sons Inc	-292.10
WB Mason Co Inc	-58.98
Advanced Cleaning & Restoration Serv	-260.00
Dan's Excavation Service, Inc	-1,507.00
Dig Safely New York, Inc	-6.00
Ferguson Enterprises LLC	-416.16
Frontier Communications Corporation	-603.17
Gloversville True Value	-237.84
Grainger Inc	-549.50
H & M Equipment Co Inc	-198.08
Kingsboro Lumber Co Inc	-132.33
National Grid	-51.89
Roger Putman	-135.00
Runnings Supply Inc	-308.84
S & J Enterprises Inc	-125.30
Security Supply Corp	-202.45
Ti-Sales Inc	-1,424.94
USABlueBook	-669.86
Walter Pratt & Sons Inc	-596.51
WB Mason Co Inc	-325.35
Payroll Account NBT Bank	-22,130.06
Payroll Account NBT Bank	-1,651.47
Morgan White Administrators	-666.11
Frontier Communications Corporation	-311.01
Payroll Account NBT Bank	-24,438.99
Payroll Account NBT Bank	-1,828.09
Payroll Account NBT Bank	-23,034.90
Payroll Account NBT Bank	-1,720.67
Payroll Account NBT Bank	-23,123.57
Payroll Account NBT Bank	-1,727.43
Payroll Account NBT Bank	-25,426.61
Payroll Account NBT Bank	-1,903.67
	<u><u>-208,543.18</u></u>

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A motion was made by Commissioner Isabella that the audited bills are ordered paid. The motion was seconded by Commissioner Mauro.

Commissioner	Yes	No	Absent	Abstain
Robinson			X	
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

The minutes for the last regular meeting held on May 11, 2020 were presented, and a motion was made to accept the minutes by Commissioner Mauro. The motion was seconded by Commissioner Antonucci.

Commissioner	Yes	No	Absent	Abstain
Robinson			X	
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

Superintendent's Report:

Superintendent Mendetta discussed the following issues with the Board:

- 1) Cameron Pond Wing Wall Sealed Bids:** The 2 Sealed Bids out of the 3 contractors contacted for the Repairs to the Cameron Pond Wing Wall were opened by Anthony and were as follows.

The first Sealed Bid was opened from Millers with 2 Options. First option: to pour a new wall for \$26,000.00. The first option includes; mobilizing de-mobilizing for work, breaking up existing piece of wall and leave on-site, drill and epoxy anchor dowels into existing slab, form in place a 10" by 3 ft High by 45 ft long concrete wall grade area behind new wall section. Second option: to reinforce existing wall and seal the cracks \$32,000.00. Steve's second proposal for \$32,000 includes; contractor to mobilize and de-mobilized for work, drill and epoxy anchored dowels into existing slab 12 in on center, form in place 12 x 12 concrete curb along the existing wall building another wall on the bottom edge so the water can't run underneath.

The Second Sealed Bid was opened from Dan's Excavation and was not broken down as requested. Dan's bid was for a lump sum of \$82,744.63 and includes; mobilizing equipment/ materials to the site, demolishing existing broken wall and removing debris offsite to approved dumping area, cleaning concrete spillway with 500 psi pressure washer nozzle, removing all unsound concrete, will use pump system to pump water for the project from the reservoir, layout and setup concrete forms to match existing structure, drill 4" into the existing concrete Spillway pad and install coated 5/8" rebar 18 " on center with all rebar to be epoxy anchored per manufacturing specs, supply and install new concrete for Spillway wall top edges; install 4in perforated pipe to allow water to drain from exterior of existing concrete wall that will extend along new concrete wall to the end of existing Spillway, will backfill and compact area of new concrete wall installation, epoxy fill existing joints from the bottom of the spillway to the top of the spillway with a special epoxy resurfacing material to be used for the process comes with a 5 year warranty but looks like we're going to fall under the category of a 10 year warranty because it's less than 250 miles per square foot, to install flexible joint sealant on all vertical and horizontal concrete

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joints, supply and install coated I- beam supports from the bottom of the spillway with I- beams to run on the rest of the existing wall to help with shifting.

After the reading of Dan's proposal, the Board wanted to discuss it further. Anthony informed Commissioner Antonucci that the spillway is approximately 200 feet. Anthony assured Gary that Dan's bid calls for I-Beams along the whole spillway in between from one side to the other to reinforce the walls so they cannot fall in. Anthony reiterated Dan's bid was one lump sum and he was not sure why because when they met at the site Anthony asked Dan' to break down his proposal separately. Anthony wanted a separate price just to fix the wall because we may not be able to do a full replacement this year as we did not have this money set aside anywhere in our budget. Anthony informed the Board that this cost would have to come out of our reserve funds or our contingency budget which is only set at \$50,000 for the entire department for the entire year. Anthony feels that our contingency budget should be increased moving forward for situations just like this. Board agreed to look at increasing contingency for next year. Commissioner Mauro suggested that we really need to have Dan's break down their proposal because it is hard to tell what each task will cost. If fixing the existing wall is all we are doing this year, then Dan's could have won the bid depending on his price for fixing the wall alone. Commissioner Antonucci suggested that board to go up there to see what the extent of everything is that will need addressing. Anthony did tell the Board that we do have other issues, that if we do not address, could result in other walls up there doing the same thing. Commissioner Mauro felt that because Dan's bid is more extensive and going to be done and done correctly maybe that is something that we look at.

Commissioner Antonucci asked if Dan's proposal was the only one to include putting in drainage and Anthony confirmed that to be true. Dan's proposal calls for drainage, however Anthony told the Board that he thinks it is only going to be installed directly behind the wall because when they went up there to look at it they basically said that the wall did not collapse because of the water that was in the spillway they said that the wall collapsed because of the poor drainage on the outside of it washing it away. Anthony reiterated that he feels to install the drainage and to really do it right, the drainage should really be on the whole length of that Wing wall. However, Anthony does not think Dan's was quoting the whole wall. Anthony thinks that it was more towards the bottom where the water tended to pool and collect. Commissioner Isabella reiterated that this project was not a spec'd out bid where you are bidding apples to apples. The quote was all based off the contractor's opinions and how they how they wanted to tackle the job. The problem is it is hard to go apples to apples without an actual bid specification sheet to go by.

Commissioner Antonucci asked if it was possible to get another bid. Anthony then reminded him that he still has Smith & Sons that did not send in another bid. Anthony talked to Bernie just before the meeting and he said that they were supposed to mail one in, but we never received anything. The only thing we have for him is his existing original quote which was \$18,700 and that was just to reuse the old wall, but Anthony wanted it to be fair that Smith had an opportunity to bid the project both ways and also give us an additional bid to fix the cracks and whatever else we had to do. Anthony decided to make everybody seal their bids and resubmit them a second time to be fair. Anthony then suggested that what we should do is get the Board members up there take a look at the wall and then draw up our own spec sheet when we have decided what we actually want. We should decide on what we think we are going to do this year and what we think we may hold off on for the next year. As far as getting another bid Gary mentioned that he knows of another contractor who does work at the Industrial Park. After discussion, the Board decided that we should not bring in another bidder at this time as we don't want to anger the other contractors who have already bid on this twice now. Also, Anthony stated that in his opinion it would not be fair because this is all public knowledge now, therefore, if we ask an additional person now they are going to know what the bids were prior and have an unfair advantage over the other bidders. Anthony suggested that we table this for now, have the Board go up there and inspect the wall, and then decide on a course of action from there.

2) **Electrical Project at Filtration Plant:** Sealed Bids for the Electrical Project at the Plant were opened at our offices on Tuesday, June 30, 2020 at 2pm. Bids were reviewed and were as follows:

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Company	Base Bid	Alternate 1	Alternate 2
Stilsing Electric	\$521,189.00	\$6,679.00	\$31,516.00
MCJ Construction	No Bid	No Bid	No Bid
Fulton Co Electric	No Bid	No Bid	No Bid
S.C. Spencer Electric	\$443,000.00	\$7,600.00	\$16,300.00
Hewitt Young Electric	\$495,325.00	\$3,650.00	\$57,725.00
Kasselman Electric	\$726,735.00	\$21,860.00	\$30,150.00
CKM Electrical Services	\$566,316.00	\$2,810.00	\$35,512.00

S.C. Spencer Electric came in with the lowest bid of \$443,000 which includes a \$25,000 allowance for change orders. Therefore, if we have no change orders, the cost of the project will be \$418,000. Anthony noted that this \$25,000 is included in all the other bids from all the other contractors as well and that we may have change orders for less than or more than \$25,000 or we could have none. Anthony then wanted to go over Alternate #1 and Alternate#2 for the project to explain each.

Alternate #1 – We had a motor burn out in one of our sweep pumps in the basement. We thought this may be a good time to add the replacement of this motor to the project. With Alternate #1 S.C. Spencer has added a cost of \$7,600 to replace this motor.

Alternate #2 – Replacement of the main feed line into the Plant from the pole to the building. With Alternate #2 S.C. Spencer has added a cost of \$16,300.00.

Anthony wanted to make clear that we need to not only decide to award the bid to S.C. Spencer as the lowest bidder, but we also need to decide whether to go ahead with Alternate #1 and Alternate #2 for the contract. We need to decide this because once we accept the bid, the Alternates cannot be added on later. Also, Anthony wanted to point out that in a perfect reality if we have no change orders of that \$443,000 with the \$25,000 allowance, if you take the two Alternates out of that which total \$23,900 for the entire project, the project cost would come in at \$441,000, which is under and their base bid. Anthony also wanted to let the Board know that when we put that pad in at the Plant and when we removed the fire hydrant that was there, we had to repair the main feed line to the Plant. Therefore, this line has been broke at least two times and repaired underground. We also think it makes sense that we take care of Alternate #1 and Alternate #2 as we really aren't anticipating a lot of change orders. Commissioner Antonucci was concerned with the big price differences between the Alternates for each bidder and Anthony reassured him that once this contract is awarded all bids are final so if a mistake is made the prices will be locked in. Anthony also reassured Gary that the bid specs were specific as to each job and what is expected. C.T. Male also reached out to all contractors who said they were very confident in their bids. Commissioner Isabella asked how this bid will affect our EFC Grant. Anthony stated that after the Tank Project is completed, we estimate to have \$450,000 left in our Grant Funds which puts us under budget with no need to take extra from reserves.

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Water Board Vice- President Gary Antonucci presented the following resolution and moved for its adoption:

RESOLUTION NO. 2020-12

RESOLUTION AUTHORIZING AWARD OF THE CONTRACT/BID FOR THE GLOVERSVILLE WATER DEPARTMENT'S WATER TREATMENT PLANT ELECTRICAL REHABILITATION PROJECT

WHEREAS, the Gloversville Water Department advertised for bids to have the Electrical System replaced/repared at the Gloversville Water Treatment Plant located on Norboro Road, Gloversville, NY 12078.

NOW THEREFORE, be it hereby

RESOLVED, the Gloversville Board of Water Commissioners awards the Contract Bid for the City of Gloversville Water Department's Water Treatment Plant Electrical Rehabilitation Project to the lowest responsible bidder S.C. Spencer Electric at a cost of \$443,000.00 to include completion of Alternate #1 for \$7,600.00 and completion of Alternate #2 for \$16,300.00 to be included in the contract.

RESOLVED, that the acting Water Superintendent is hereby authorized and directed to execute said contracts for the Gloversville Water Department's Water Treatment Plant Electrical Rehabilitation Project.

A motion was made by Commissioner Mauro seconded by Commissioner Antonucci that the above resolution be adopted.

Votes Taken:

	Yes	No
Commissioner Mauro	X	
Commissioner Robinson	ABSENT	
Commissioner Antonucci	X	
Commissioner Shell	ABSENT	
Commissioner Isabella	X	

Adopted : July 6, 2020

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- 3) Eagle Street Tank Project:** Anthony informed the Board that even though the Tank Project is pretty much completed there is still one last change order outstanding. In the tank project plans, it called for a solid sleeve around the tank piping but did not specify the exact kind of sleeve that needed to be used. The contractor Rozelle installed a standard solid sleeve but it wasn't suitable for the flexibility it needed in the case of the Tank settling. Therefore, they had to dig that back up and install a mega coupling and a Hymax coupling to allow for more leeway for settling. Anthony reminded the Board of the situation that occurred when Rozelle had installed the vaults in backwards on the Tank and we kept having to drain the tank. When this occurred, we issued them an invoice to charge them back for the loss of water in the Tank and for Labor for our guys to monitor the refilling of the tank. This invoice totaled \$15,239.76. Rozelle is proposing that they receive a credit for \$6,895.00 which was their cost to change out the solid sleeve and install the mega and Hymax couplings. This would reduce the invoice and our credit from \$15,239.76 down to \$8,344.76. Anthony expressed that he wanted to get the Boards feedback on this because he feels that somebody should have caught this. Also, we pay the Engineers a lot of money to make sure the correct materials are used, and it shouldn't have to fall on the backs of the Water Department because the plans were not specific.

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Furthermore, no one at Roselle, DN tanks or C.T. Male caught the missing flexible coupling until the pipes were completely finished. Anthony then noted again that we pay C.T. Male a lot of money for construction observation they should have been there and caught this. C.T. Male has sent Anthony an email stating that somehow Rozelle must be paid and that somehow, we need to come up with a dollar amount we are willing to accept. Anthony did not feel comfortable signing off on this without the Board's consent. After discussion, the Board agreed with Anthony and does not feel we should have to pay for their mistakes. Anthony will take this back to C.T. Male and let them know how the Board feels concerning this matter and offer for them to come to a meeting to discuss it.

Anthony wanted to also give the Board an update on the tank and the fact that we still have not come up with a solution on using enough water out of the tank. In a previous meeting it was suggested that we have School House Pools who purchases water from us for their tankers, to fill them in a location that would draw water directly from the tank. Anthony then had reached out to their owner directly and had him take a look at the specific hydrant that we were looking to have them draw water from. After looking at the hydrant the owner said he would rather pay five six seven times the rate of water than use this hydrant. The current hydrant they use is right next to their building and he is worried that if they go elsewhere, his equipment could be stolen or vandalized. Anthony just wanted to let the Board know that he did reach out to School House and that if they would fill up near the tank, they would use about 100,000 gallons of water per day. Anthony also did not want to cut off water to them without the Boards backing because of their refusal to fill off the tank or to play hard ball with them and lose out on that revenue.

The Board went on to discuss that we are not moving enough water out of that tank. Currently just to maintain a chlorine residual we are dumping it on the ground. We are using 20,000 to 50,000 gallons per day out of the tank when we should be using 200,000 to 300,000 gallons per day to turn it over. Commissioner Mauro asked about putting less water in the tank. Anthony stated that he has asked that question and basically C.T. Male explained that this tank works off pressure. Right now, the full tank has got 28 lbs. of pressure on it. The line in the city on Eagle Street has roughly 26 lbs. of pressure. If we lower the tank to half with a million gallons in it you're going to be looking at 14 lbs. of pressure and what's going to happen is that the pressure from the city being around 26 lbs. is going to push against the check valve and it's not going to allow any water out of the tank because the pressure from the City is greater than the pressure that's in the Tank. The Board then expressed their disappointment in our Engineers who designed this tank and over-estimated the size tank that we should have. Commissioner Mauro even suggested looking into getting an attorney involved if necessary. Anthony then suggested that if we're going to bring Chad in to discuss the change order, we need to also bring him in so that we can ask him these questions regarding the tank size, before we decide on possible legal representation. Anthony pointed out that he is coming into this near the end of the project but that he knows that the tank size recommended and built was not right and that we're not using the water out of it like we're supposed to. What the engineers are saying is that once we establish a new Pump Station on Eagle Street, we can establish a separate pressure Zone, we can pump the water, and force it to go to this area. The Engineers have also stated that they will learn more about our pressures when we do some more hydrant studies of pressures in the area so we can decide where we can pump the water from the tank to. The Engineers also told us that the tank will turn over in 4 days and if you do the math on 20,000 gallons the turnover is more like 50 days. Commissioner Isabella wondered if the Pump Station is really going to be the answer. Anthony agreed but told them that the pump station will still have to go in because the Department of Health does not want that underground Pump Station at Grandview Drive so either way, we need some sort of Pump Station. Anthony even questioned whether we really needed this Tank at all because of us having 2 Main water Transmission Lines. Now it is too late, the tank is part of our system we need to figure out how we deal with it. Commissioner Mauro asked if we could get somebody to come in and put a bladder in the tank to shorten the amount of volume that the tank can hold. Anthony stated that he can certainly check on that option. However, he also pointed out that

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if we are going to spend that kind of money maybe we first go through our system and go around to some of our main transmission lines and put altitude valves in which allow only so much water to go through. This might ultimately allow more water to come out of the tank. Gary pointed out that if we put a bladder in the tank it can be beneficial for 2 reasons just like the tank you would have in your home. It could increase the water out of the tank and possibly get rid of the need for a Pump station by increasing the pressure in the tank. Anthony agreed and said he would ask that question. Furthermore, Anthony pointed out that what we really should have built is an 750,000-gallon elevated tank. Unfortunately, the Department of Health decided on the size of the tank based on our faulty city usage meter which was not accurate. This meter is faulty because every time the pump from the caretakers house kicks on, the reading on the meter shoots up and makes it look like we're using 2 million gallons a day when in all reality it's really more like 1 million gallons per day. We think this part of what caused them to over build the tank. To correct this issue, we are talking about installing flow meters similar to what we have on the Eagle Street tank. Without the flow meter that is currently on the tank, we would have no idea that we were only using 20,000 to 30,000 gallons a day out of the tank. Anthony suggested that 2 more flow meters would be a good investment for us to put in the budget next year to install on the main transmission lines to coming out of the clear well so we can get accurate readings. However, these meters are expensive and were not in the budget for this year so we may want to wait. It was also suggested that Anthony contact DN Tanks who built our Tank to see if they have any ideas. Anthony then told the Board that he can arrange for Chad or Jake or both to come out to our next meeting and we can ask all these tough questions, we can talk about the change order, and we can talk about the tank usage let them explain it for themselves. It was again discussed that maybe we should look into legal representation. However, the Board ultimately decided to wait until they hear what C.T. Male has to say at our next meeting. Anthony then agreed that we need to get this problem solved quickly because we are now just dumping the water on the ground which is costing us revenue. Commissioner Antonucci was also concerned about washing away the property, but Anthony assured him that they ran a hose down into where the riprap is where the drain goes down and installed a auto flusher there away from the property as to not erode it.

The Board also suggested that we may want to look at picking up other pool companies as potential customers. Commissioner Antonucci expressed concern with something fishy going on with School House Pools with them only wanting to fill up near their building. A couple of years ago we had to lock the hydrants as they were using the water for free to fill their tankers, which has worried the Board that they may still have a way to get water without it being metered or paid for. Commissioner Mauro also was worried that School House may have some sort of valve inside the building where they could be filling up. Christine then pointed out that we recently billed School House for 750,000 gallons of water so she was not exactly sure how they could be using more than that. The Board then suggested a couple of pool companies to check with. Anthony also again stated that the tank should have never been built on Eagle Street, we should have built on Ayers Hill where all of our big water users are. However, during the planning stage they said that we could not put it there. Commissioner Antonucci also wants Christine to look at School House Pools and their prior bills as he is questioning if something is fishy.

- 4) **Fluoride Project at Plant:** Anthony informed the Board that the tap for the main line is in. The Contractors have painted the floor with the armor seal paint. The main equipment is due to ship out July 13th. Once the equipment is received, they should be able to get the rest of the work done quickly. The end date of the project has been extended to 8/31/20. Commissioner Antonucci then asked the end date for the Electrical project which will be 12/31/20 except for the generator which must be installed by 2/28/20. Also, the contractor for the Electrical project did not ask for any extensions to complete Alternate 1 or 2.

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- 5) **Jackson Summit Spillway Project:** Anthony informed the Board that we did receive our final permit from DEC. There were some comments to address to include us having to update our emergency action plans. As of late last week, Anthony checked in with Nick Zabawsky and they still have not announced the funding for the CDBG Grant. This is making us nervous because usually the application for the CDBG Grant is due in by July 31st and they haven't even announced the funding yet. We are counting on this funding of up to \$750,000 to pay for most of the spillway project. Hopefully, the delay is due to the pandemic, but we will keep the Board updated on this.
- 6) **Vacuum Trailer:** Anthony informed the Board that we received the Vac Trailer but are waiting on the company who installed the hitch on the mini dump truck which will haul the trailer. 4x Heaven installed the wrong size hitch so they are replacing it now. We are expecting the truck back tomorrow and then we should be able to start using the trailer.
- 7) **Water Rate Increase:** A water rate increase was discussed due to the increasing number of projects that we have coming up and due to the fact that we are losing industrial consumption every year with the addition this year of Wood and Hyde who is going out of business. We have not raised rates for 2-years which the Board has issue with because they feel we should raise them a little every year so that we do not run into shortfalls and have to raise it all at once. Christine then went on to provide them with figures for a 2%, 3%, 4% and 5% increase as follows:
 - 1) 2% Increase- Cost per average bill (3477 cu ft) – Resident to pay \$48 more per year.
 - 2) 3% Increase- Cost per average bill (3477 cu ft)- Resident to pay \$70 more per year.
 - 3) 4% Increase- Cost per average bill (3477 cu ft)- Resident to pay \$94 more per year.
 - 4) 5% Increase- Cost per average bill (3477 cu ft)- Resident to pay \$120 more per year.

After discussion, the Board decided to raise the rates effective 1/1/2021 3%.

A motion was made by Commissioner Antonucci to raise water rates 3% effective 1/1/2021. The motion was seconded by Commissioner Mauro.

Commissioner	Yes	No	Absent	Abstain
Robinson			X	
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

A motion was made by Commissioner Mauro to adjourn the meeting. The motion was seconded by Commissioner Antonucci.

Commissioner	Yes	No	Absent	Abstain
Robinson			X	
Antonucci	X			
Isabella	X			
Mauro	X			
Shell			X	

The next meeting will be held in the office and be recorded on July 6, 2020 at 6:00PM.